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10 MAR 1980

MEMORANDUM FOR: Chief, Regulations Control Division, ISS/DDA
THROUGH: Director of Logistics
STAT FROM: [redacted]
Chief, Procurement Management Staff, OL
SUBJECT: Central Intelligence Agency
Acquisition Handbook

1. You are requested to review and approve subject handbook which will replace Headquarters Handbook [redacted] dated 1 March 1978. This handbook will be of interest to all personnel engaged in the acquisition process. This new handbook should have wider distribution than [redacted] dated 1 March 1978. We would like to have distribution controlled in the same fashion as the Agency telephone book. This will allow us to issue change pages to the appropriate holders of the handbook so that it can be kept current.

2. The handbook has been coordinated with and approved for issuance by the following organizations (see Attachment A for the originals of the approvals):

Directorate of Science and Technology
National Foreign Assessment Center
Central Cover Staff
Office of General Counsel
Office of Logistics
Office of Communications

The Office of Security gave verbal concurrence; formal written approval to follow.

3. Attachment B is a list of minor changes and/or corrections to the handbook. I am sending you two copies of the draft of the Acquisition Handbook for your review. The copy with the blue X has the changes marked by pencil.

4. If you have any questions regarding the handbook, please contact [redacted]

Atts

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